

SETON EDUCATION COUNCIL
MEETING MINUTES – OCTOBER 17, 2016

at

SETON ACADEMY

Present: Msgr. Dennis Duprey, Fr. William Reamer, Christopher Hay, Brian Snell, Michael Howley, Stacie Chapman, Stephen Gagnier, Martha Frost, Sr. Helen Hermann, Lynn Gilbert, Christine Boule, Sally Yanulavich, Susan Pellerin

Excused: Fr. Scott Seymour, Fr. Timothy Canaan, Patrick McGill, and John Deon

Guests: Todd Everleth – Director of International Students; Katie Mast.

President Christopher Hay called the meeting to order at 6:00 p.m. Fr. Reamer led the Opening Prayer.

Agenda: Motion to accept – Brian Snell; second by Stacie Chapman – approved.

Approval of Minutes: The minutes of the September 19, 2016 meeting were reviewed. There were amendments to the Principal's Report for Seton Catholic removing some language. Motion to approve the minutes as corrected – Stacie Chapman; second Steve Gagnier – approved.

Public Comment: The Council heard from Todd Everleth, the new Director for International Students who introduced himself. He spoke about the program and the fact that he is talking with some other agencies that recruit students from European countries. Welcome Todd.

Principal's Reports:

Sister Helen Hermann – Seton Academy

Sr. Helen submitted a written report, which had been sent to all Council members prior to the meeting. There were no questions about her report nor any discussion of any Seton Academy issues.

Lynn Gilbert – Seton Catholic

Lynn submitted a written report, a copy of which was provided to all Council members. She commented that the enrollment data was interesting and that there may be more international students coming to Seton Catholic. She provided a copy of the monthly Executive Cabinet Report. There was limited discussion.

Unfinished Business: This was taken out of order as it affected the next topic, Committee Reports.

There was a discussion of the Education Council committee structure and the frequency of committee meetings and reports to the Education Council. President Chris Hay presented an outline of the committee structure including duties, frequency of meetings

and council reporting, and the current chairperson of each committee. After some discussion Stacie Chapman moved to adopt the Outline of the Education Council Committees and the accompanying spreadsheet of the meeting and reporting schedule for the 2016-2017 academic year. Msgr. Duprey seconded that motion. The motion was unanimously approved. Those documents are available with the materials for this meeting and are not reproduced in these minutes.

Committee Reports:

Buildings and Grounds

Stephen Gagnier reported. As to boiler progress he reported that the burner is mounted and sections of the boiler have been put together. After everything is completed it will take about two weeks before it is operational. The boiler contractor will give us an estimate for chimney work, perhaps repairing the cap rather than replacing it or make it new.

Gates Roofing came to evaluate the roof problem regarding “ponding” on a part of the roof and discussed lowering the roof drain that should solve 90% of the problem. The only issue is the temperature needs to be 40 degrees or above to be able to do that.

Development/Advancement

Susan Pellerin provided a written report for all Council members. She reported that there have been more weddings and deaths of alumnae. The mass with the Bishop was well attended and there was an excellent picture taken of the Bishop and the students. Social Media has taken hold – Seton now has an Instagram account, which has been well received – apparently the Seton students love it. Homecoming went well – the dance was well attended. Susan and Christine Boule will be attending the Women’s Leadership Conference. Susan will be meeting the physician recruiter at the UVM Health Network/CVPH Medical for lunch to discuss the Seton schools. An advertisement regarding the Christmas Dinner will be placed in the Chamber of Commerce Visions magazine at a cost of \$100.00. There was a discussion about the Roundtable Magazine coming out.

Finance:

Seton Catholic – no discussion.

Seton Academy – John Deon provided written reports, which were sent to Council members. There was no discussion.

New Business: The technology update will be placed on next month’s agenda.

Executive Session

At 6:38 p.m. Stacie Chapman made a motion to enter Executive Session. This was seconded by Brian Snell and unanimously approved. At 7:05 p.m. Msgr. Duprey moved that the Council come out of Executive Session. That was seconded by Stacie Chapman and unanimously approved.

Adjournment

Adjournment at 7:08 p.m. after a closing prayer led by Msgr. Duprey.

Next meeting at Seton Catholic on Monday November 21, 2016 at 6:00 p.m.

Respectfully Submitted

Michael J. Howley
Council Secretary